



NORTH CAROLINA

Department of Transportation



2021 Virtual Training for Powell Bill Program – Expenditure Report

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July 13 – 14, 2021

Online Meeting Guidelines

- Everyone should remain on mute
- Please post questions/comments in the chat box
- We will pause periodically to respond to questions.

Please introduce yourself by adding your name and your municipality into the chat box.

This meeting is being recorded and may be published to the Powell Bill website.

By continuing in the meeting, you are consenting to be recorded.

Purpose of Funding

- Powell Bill allocations are made to incorporated municipalities which establish their eligibility and qualify per NCGS § **136-41.1 through 136-41.4**
- Use of Funds – § 136-41.3(a):
 - **PRIMARILY** for the resurfacing of streets
 - Maintaining, repairing, constructing, reconstructing, or widening of any street / public thoroughfare including bridges, drainage, curb and gutter, and other necessary appurtenances **within the corporate limits** of the municipality
 - Cost of assessments levied for such purposes
 - Planning, construction and maintenance of bikeways, greenways or sidewalks

Questions About Uses of Funds?

Go to the Powell Bill Website to review the **Expenditure Guidance**:

<https://connect.ncdot.gov/municipalities/State-Street-Aid/>

Still not sure, consult:

- Your municipality's attorney or auditor
- The North Carolina League of Municipalities' attorneys
- Powell Bill Program Unit

Senate Bill 628 – Proposed

<https://www.ncleg.gov/BillLookup/2021/S628>

Has NOT Passed

Short Title: Native Plants Right to Work Act.

(Public)

CITIES AND TOWNS SHALL USE NORTH CAROLINA PLANTS WHEN POWELL BILL FUNDS ARE USED FOR LANDSCAPING

SECTION 3. G.S. 136-41.3(a) reads as rewritten:

"(a) Uses of Funds. – Except as otherwise provided in this subsection, the funds allocated to cities and towns under the provisions of G.S. 136-41.1 and G.S. 136-41.2 shall be expended by said cities and towns primarily for the resurfacing of streets within the corporate limits of the municipality but may also be used for the purposes of maintaining, repairing, constructing, reconstructing or widening of any street or public thoroughfare including bridges, drainage, curb and gutter, and other necessary appurtenances within the corporate limits of the municipality or for meeting the municipality's proportionate share of assessments levied for such purposes, or for the planning, construction and maintenance of bikeways, greenways, or sidewalks. Cities and towns ~~shall strongly prefer the use of use~~ seeds and plants the U.S. Department of Agriculture has classified as native to North Carolina when the use of funds under this subsection includes landscaping. The funds allocated to cities and towns under the provisions of G.S. 136-41.1 and G.S. 136-41.2 shall not be expended for the construction of a sidewalk into which is built a mailbox, utility pole, fire hydrant, or other similar obstruction that would impede the clear passage of pedestrians on the sidewalk."

Proposed Budget Bills

- Three Bills in the NC Legislature
 - H555/S622: Governor's Budget Bill
 - S105: Senate's 2021 Appropriations Bill
- None have been signed into law

H555 & S622 – Proposed

<https://www.ncleg.gov/BillLookup/2021/H555>

Has NOT Passed

<https://www.ncleg.gov/BillLookup/2021/S622>

Short Title: 2021 Governor's Budget.

(Public)

Current Operations – Highway Fund	FY 2021-2022	FY 2022-2023
State Aid to Municipalities	143,102,801	143,102,801

BIENNIAL TO QUARTERLY POWELL BILL PAYMENTS

SECTION 40.5 G.S. 136-41.1(a) reads as rewritten:

"(a) Upon appropriation of funds by the General Assembly to the Department of Transportation for State aid to municipalities, ~~one-half of the amount appropriated shall be allocated in cash on or before October 1 of each year to the cities and towns of the State in accordance with this section. The second one-half of the amount appropriated shall be allocated in cash on or before January 1 of each year to the cities and towns of the State in accordance with this section.~~ one quarter of the amount appropriated shall be allocated in cash on or before September 30, December 31, March 31, and June 30 to the cities and towns of the State in accordance with this section.

Senate Bill 105 – Proposed

<https://www.ncleg.gov/BillLookUp/2021/S105>

Has NOT Passed

Short Title: 2021 Appropriations Act.

(Public)

Highway Fund	FY 2021-2022	FY 2022-2023
Aid to Municipalities		
Powell Bill	147,500,000	147,500,000

**No Changes to Powell Bill
Payment Schedule**

Official NCDOT Policy/SOP

State Street-Aid (Powell Bill) Prog x

connect.ncdot.gov/municipalities/State-Street-Aid/Pages/default.aspx

Connect NCDOT
BUSINESS PARTNER RESOURCES

Home Help Site Map

Doing Business Bidding & Letting Projects Resources **Local Governments** Search...

Bridge Reuse Interagency Leadership Local Projects Planning School Transportation State Airport Aid **State Street-Aid (Powell Bill)** Utilities

State Street-Aid (Powell Bill) Program

Powell Bill allocations are made to incorporated municipalities which establish their eligibility and qualify per North Carolina General Statute 136-41.1 through 136-41.4.

Connect NCDOT > Local Governments > State Street-Aid (Powell Bill)

Powell Bill Program (STATE AID TO MUNICIPALITIES)

The 2020 Powell Bill Program will begin on July 1, 2020.

In preparation, we suggest that you take a moment to go to the Enterprise Business Services website (<https://www.ebs.nc.gov/irj/portal>) to ensure that you are able to log in without any issues. It is possible that your account went inactive if you haven't logged in for a while. If you are unable to log in or have forgotten your password, please contact the DOT-IT SAP (EBS) Support Services staff on 919-707-2208.

Once you log in, keep in mind you won't be able to do anything until July 1, the opening date for Powell Bill.

NCDOT Policy/SOP

- FINAL NCDOT Policy F.28.0100** PDF
- SOP Processing of Powell Bill Certified Statement Final PDF
- SOP Processing of Powell Bill Expenditure Report Final PDF
- SOP Processing of Powell Bill Fiscal Data Report Final PDF

<https://connect.ncdot.gov/municipalities/State-Street-Aid/>

Important Dates to Remember

IMPORTANT DATES TO REMEMBER

Certified Statement, street listing,
certified Powell Bill map, and
add/delete sheet (if applicable)



Powell Bill Expenditures Report
is statutorily due



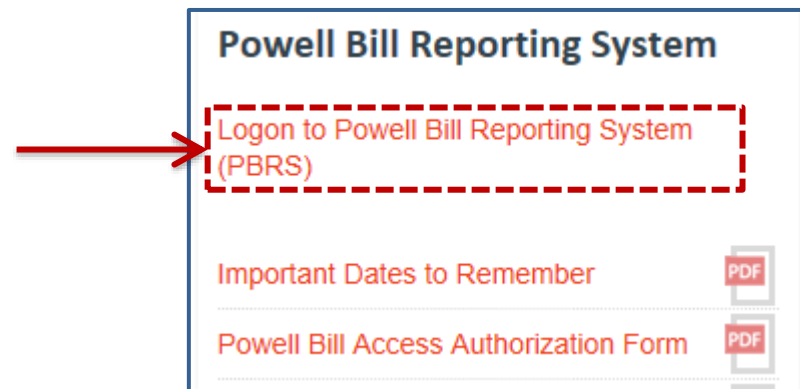
Municipal Street Fiscal Data
Report is due



**** Your municipality will be disqualified from the Powell Bill Program if all required documentation is not received prior to the disbursement of the allocation ****

Powell Bill Reporting System

- Enterprise Business Services Website:
 - www.ebs.nc.gov
- Use the Link on our website
 - <https://connect.ncdot.gov/municipalities/State-Street-Aid/>



Powell Bill Reporting System



The login interface for the Enterprise Business Services system. It features the Great Seal of the State of North Carolina on the left, which includes the text "THE GREAT SEAL OF THE STATE OF NORTH CAROLINA", "MAY 20, 1775", "APRIL 12, 1776", and "ESSE QUAM VIDERI". To the right of the seal is the text "Enterprise Business Services". Further right are the login fields: "User *" with an asterisk, a text input box, "Password *" with an asterisk, another text input box, and the note "Passwords are case sensitive". Below these fields is a "Log On" button. At the bottom right are two links: "Login Help" and "Browser Support".

PBRS is a Secured System

User ID and password are required for access

Expenditure Report

Purpose: Report expenses of Powell Bill funds
ONLY for the previous fiscal year.

How to:

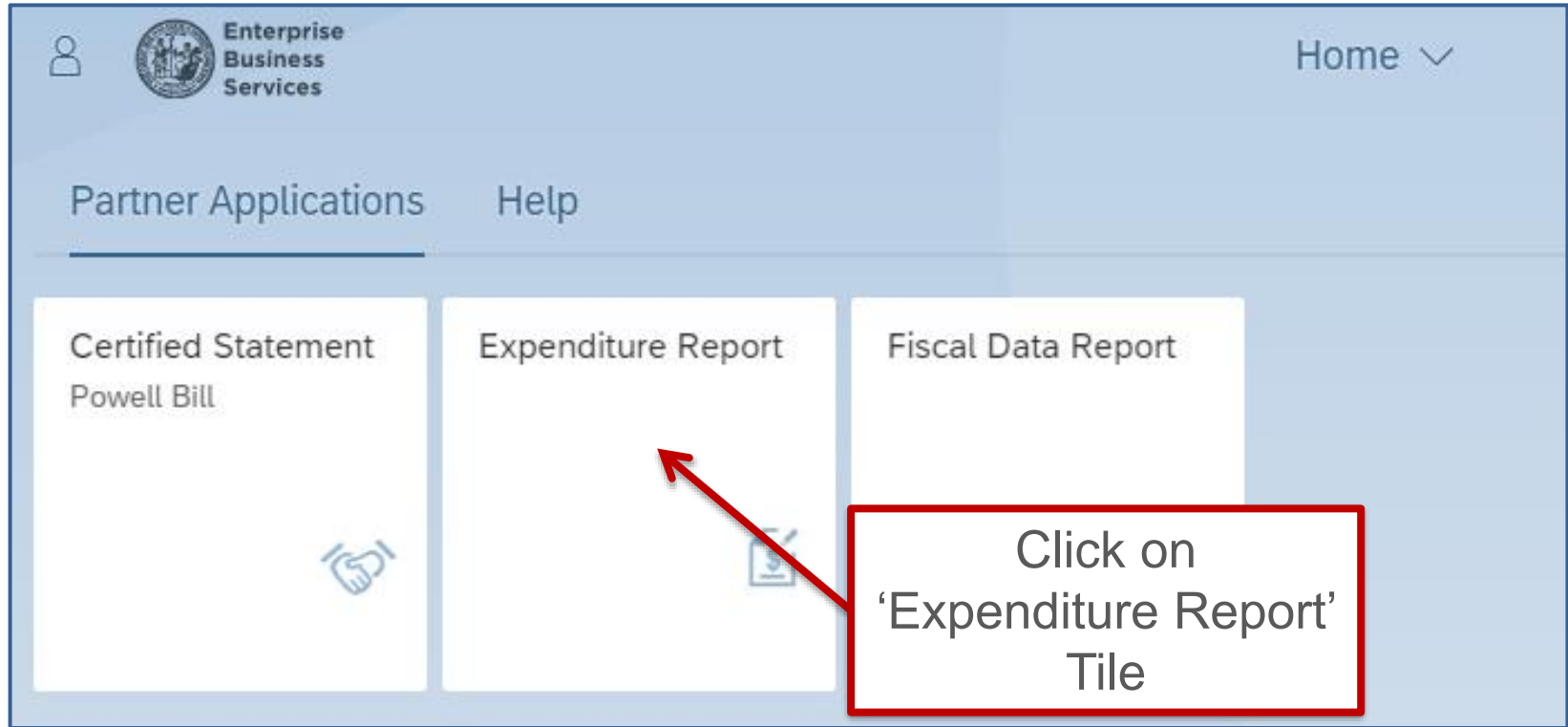
- Access
- Complete
- Download, Sign, & Seal
- Attach
- Submit

Due by August 1st

Per G.S. 136-41.3 – 136-41.4,
“Records and Annual Statement”



Access Expenditure Report



After Logging in, click on the “Expenditure Report” Tile to see the Expenditure Reports

Access Expenditure Report

The screenshot shows a web interface for managing expenditure reports. It is divided into two main sections: 'Current Expenditure Reports' and 'Past Expenditure Reports'. The 'Current Expenditure Reports' section contains a table with columns for Agreement ID, Grantee Name, Program Name, Expenditure Report, and Status. A red arrow points from the '2000000000' Agreement ID to a red-bordered box containing the text 'Select the previous year's agreement'. Another red arrow points from the 'Create New' link in the Status column to a red-bordered box containing the text 'Create New Status'. The 'Past Expenditure Reports' section is partially visible below.

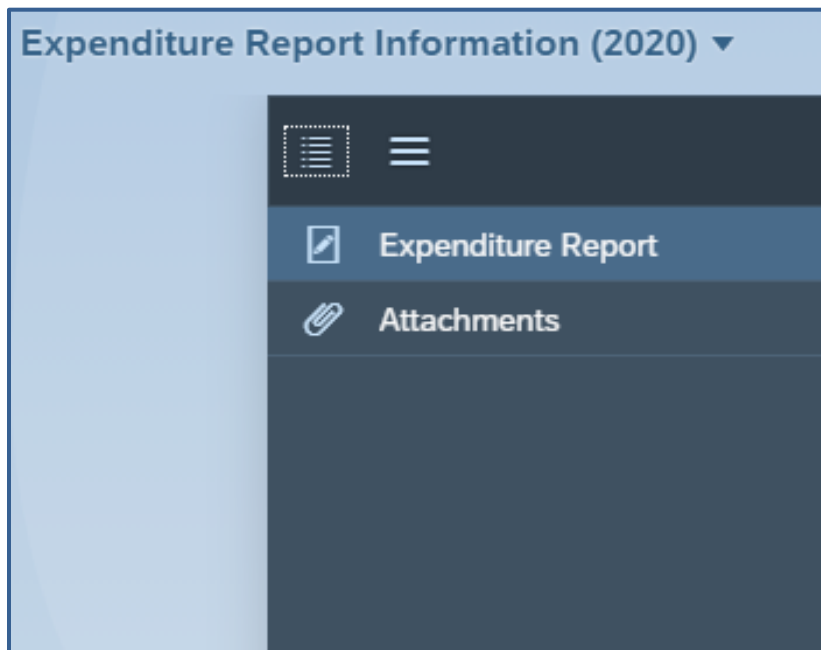
Agreement ID	Grantee Name	Program Name	Expenditure Report	Status
2000000000	TOWN OF _____	POWELLBILL_2020	4000000000	Create New >

Past Expenditure Reports

Agreement ID	Grantee Name	Program Name	Expenditure Report	Status

Select the agreement under “Current Expenditure Reports” to create a new Expenditure Report

Expenditure Report Information



- Two Screens
 - Report
 - Attachments

Creating Expenditure Report

The screenshot shows the 'Expenditure Report Information' form. The left sidebar has 'Expenditure Report' and 'Attachments' links. The top right shows a balance of 4000000000. The form fields are as follows:

Field	Value
Agreement ID:	2000000000
Report Basis:	[Dropdown]
Beginning Balance on Hand July 1, 2020:	532,174.44
Total Allocation received from NCDOT on Oct 1, 2020 and Jan 1, 2021:	175,869.03

Additional Revenues for Powell Bill Streets [Add Revenue]

Description	Total Amount	Status
No Revenues are currently available		
Total	0.00 USD	

Adjustments

Accumulated Greater Than the Sum of Past 10 or 20 Allocations:
0.00

Amount Paid to State for Past Due Amount:
0.00

Corrections for Miscellaneous Errors:
0.00

Total Adjustments:
0.00

Expenditures for Powell Bill Streets [Add Expenditure]

Description	Total Amount	Status
No Expenses are currently available		
Total Expenditures	0.00 USD	

Summary

Total Revenues for Powell Bill Streets FY (2020 - 2021):	708,043.47
Total Expenditures:	0.00
Balance on Hand as of June 30, 2021 (Reserved for PowellBill):	708,043.47

[Back] [Save] [Next]

1st: Enter the information for the report

Creating Expenditure Report

Expenditure Report Information

Agreement ID: 2000000000

Report Basis:

Beginning Balance on Hand July 1, 2020: 532,174.44

Total Allocation received from NCDOT on Oct 1, 2020 and Jan 1, 2021: 175,869.03

Additional Revenues for Powell Bill Streets

Description	Total Amount	Sta
No Revenues are currently available		
Total	0.00 USD	

Adjustments

Accumulated Greater Than the Sum of Past 10 or 20 Allocations: 0.00

Amount Paid to State for Past Due Amount: 0.00

Corrections for Miscellaneous Errors: 0.00

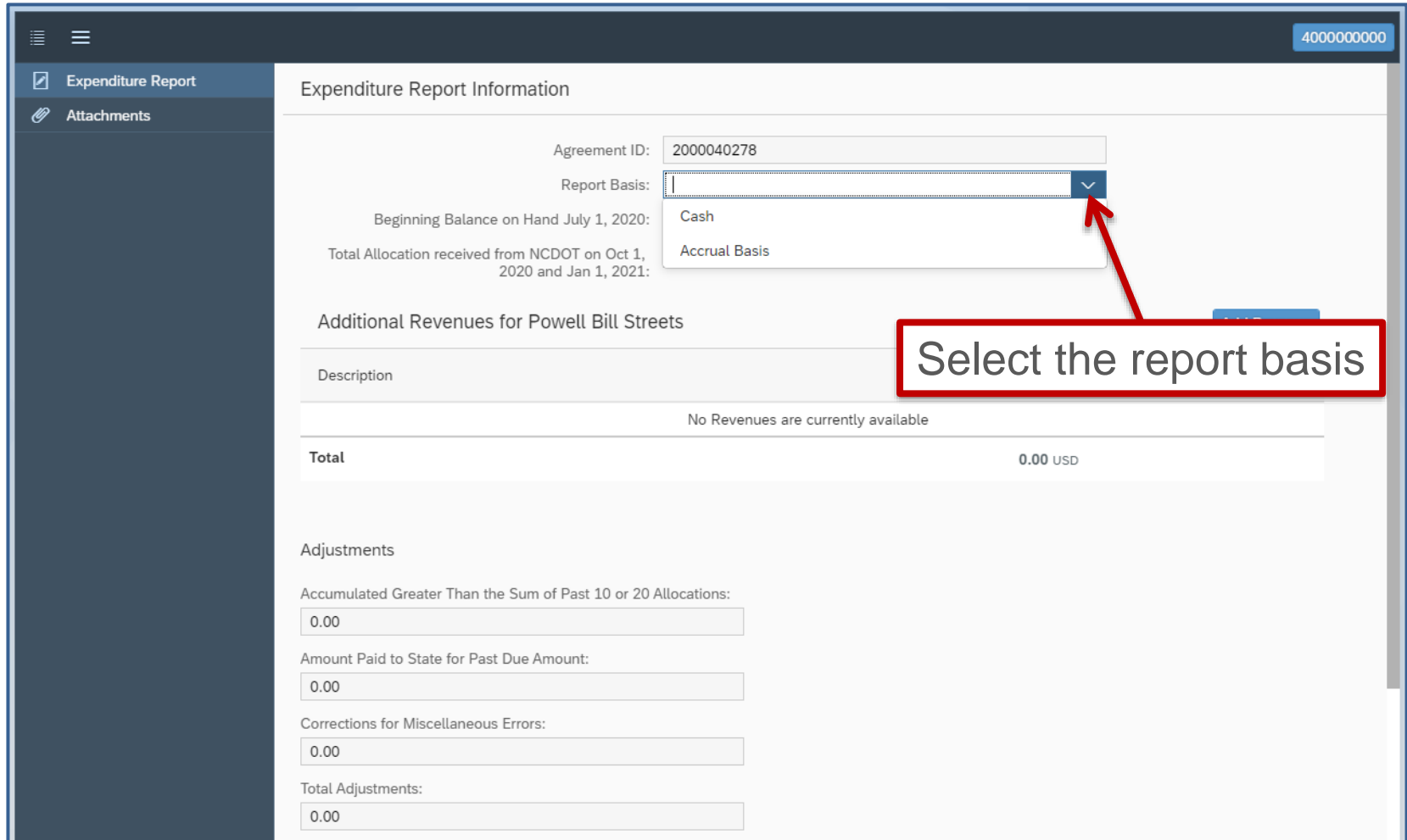
Total Adjustments: 0.00

Verify populated amounts:

- Beginning Balance on Hand July 1
- Total Allocation
- Adjustments imposed

Find Errors? Contact the Powell Bill Team

Creating Expenditure Report



Expenditure Report Information

Agreement ID: 2000040278

Report Basis: ▼

Beginning Balance on Hand July 1, 2020: Cash

Total Allocation received from NCDOT on Oct 1, 2020 and Jan 1, 2021: Accrual Basis

Additional Revenues for Powell Bill Streets

Description
No Revenues are currently available

Total 0.00 USD

Adjustments

Accumulated Greater Than the Sum of Past 10 or 20 Allocations: 0.00

Amount Paid to State for Past Due Amount: 0.00

Corrections for Miscellaneous Errors: 0.00

Total Adjustments: 0.00

Additional Revenues

Expenditure Report Information

Agreement ID: 2000000000

Report Basis: Accrual Basis

Beginning Balance on Hand July 1, 2020: 532,174.44

Total Allocation received from NCDOT on Oct 1,
2020 and Jan 1, 2021: 175,869.03

Click on 'Add Revenue' to enter
revenue other than allocations

[Add Revenue](#)

Additional Revenues for Powell Bill Streets

Description	Total Amount	Status
No Revenues are currently available		
Total	0.00 USD	

Additional Revenues

Revenue Details

*Choose the Revenue:

*Amount:

INTEREST EARNED
ASSESSMENTS/REIMBURSEMENTS/OTHER
SALE/TRANSFER-EQUIPMENT
SALES TAX REFUND
CORRECTIONS

Select revenue type

Revenue Details

Enter amount

*Choose the Revenue:

INTEREST EARNED

*Amount:

20.00

Additional Revenues

Revenue Details

*Choose the Revenue:

*Amount:

Explanation:

**If CORRECTIONS is chosen,
an Explanation is Required**

Save entry and
watch for confirmation
message

Revenue Information saved
Successfully

Additional Revenues

Expenditure Report Information

Agreement ID:

2000040278

Report Basis:

Accrual Basis

Beginning Balance on Hand July 1, 2020:

532,174.44

Total Allocation received from NCDOT on Oct 1, 2020 and Jan 1, 2021:

175,869.03

To Delete Entry

Add Revenue

Description	Total Amount	Status		
R100 - INTEREST EARNED	20.00 USD	✓ Complete		>
R104 - CORRECTIONS	-50.00 USD	✓ Complete		>
Explanation: Text Required if Corrections is selected.				
Total	-30.00 USD			

- Review Entries – Add and Delete as need.
- Only use each revenue type once.

Adding Expenditures

Expenditures for Powell Bill Streets

Add Expenditure

Description	Total Amount	Status
No Expenses are currently available		
Total Expenditures	0.00 USD	

Summary

Total Revenues for Powell Bill Streets FY (2020 - 2021):	708,043.47
Total Expenditures:	0.00
Balance on Hand as of June 30, 2021 (Reserved for PowellBill):	708,043.47

Click on 'Add Expenditure'
to enter expenditures

Adding Expenditures

*Choose the Expense:

*Amount:

- RIGHT OF WAY
- ENGINEERING
- PAVING & RESURFACING(LIST THE POWELL BILL STREETS THAT WERE PAVED OR RESURFACED.)
- MAINTENANCE
- SNOW & ICE REMOVAL
- DRAINAGE & STORM SEWER
- CURB & GUTTER
- BRIDGE CONSTRUCTION AND REPAIR
- TRAFFIC CONTROL
- NEW EQUIPMENT
- NEW CONSTRUCTION
- BIKEWAYS
- DEBT SERVICE PAYMENT
- SIDEWALKS
- TIP (TRANSPORTATION IMPROVEMENT PROJECT)
- GREENWAYS
- MAINTENANCE AS PART OF PAVING OR RESURFACING PROJECT

Select expenditure type

Adding Expenditures

Expense Details

Enter amount

Expense: TRAFFIC CONTROL

*Amount: 1,000.00

*Choose the Expense: PAVING & RESURFACING(LIST THE POWELL BILL STREETS THAT WE...

*Amount: 15,000.00

Explanation: Text required if Paving & Resurfacing is selected.

If PAVING & RESURFACING is chosen,
an Explanation is Required

Save entry and
watch for confirmation
message

Expense Information saved
Successfully



Back Save Cancel

Adding Expenditures

Expenditures for Powell Bill Streets

To Delete Entry

Add Expenditure

Description	Total Amount	Status		
E103 - PAVING & RESURFACING (LIST THE POWELL BILL STREETS THAT WERE PAVED OR RESURFACED.) Explanation: Text required if Paving & Resurfacing is selected.	15,000.00 USD	✓ Complete		>
E109 - TRAFFIC CONTROL	1,000.00 USD	✓ Complete		>
Total Expenditures	16,000.00 USD			

- Review Entries – Add and Delete as need.
- Only use each expense type once.

Creating Expenditure Report

Summary

Total Revenues for Powell Bill Streets
FY (2020 - 2021):

708,013.47

Total Expenditures:

16,000.00

Balance on Hand as of June 30, 2021
(Reserved for PowellBill):

692,013.47

Back

Save

Next

Click 'Next'

- Review all entries and the summary at the bottom.

Expenditure Report Attachments

The screenshot shows a web application interface for the NCDOT Expenditure Report. On the left is a dark blue sidebar with a menu containing 'Expenditure Report' and 'Attachments'. The 'Attachments' option is selected and highlighted. The main content area is titled 'Affidavit/Other Documents' and contains the following instructions: 'Click the button below to generate the affidavit.' followed by a 'Generate Expenditure Report' button; 'Sign the affidavit and attach the scanned copy below.'; and 'Please add any supporting documentation also'. Below these instructions, it says 'Attachments (0)' with a plus sign icon. A large light gray box with a document icon in the center contains the text 'No Affidavits/Other Documents Attached' and 'Drop files to upload, or use the "+" button.' At the bottom right of the main area are three buttons: 'Back', 'Submit', and 'Next'. A user ID '4000000000' is displayed in the top right corner of the application window.

2nd: Attachments – Generate Certified Statement form, then attach signed form and supporting documents

Generate Form

Affidavit/Other Documents

Click the button below to generate the affidavit

[Generate Expenditure Report](#)

Sign the affidavit and attach the scanned copy below.
Please add any supporting documentation also

1) Click 'Generate Expenditure Report'

Check form for
accuracy and
all pages were
generated.

Enterprise Business Status and Submit Expenditure Report(4000000000) Page 1 of 2

Agreement: 2000000000

STATUTORY DEADLINE OF AUGUST 1ST
POWELL BILL EXPENDITURES REPORT FOR FISCAL YEAR ENDING JUNE 30, 2021
Expenditure Report ID: 4000000000
Municipality: TOWN OF
Pursuant to NC General Statutes §136-41.1 through 136-41.4

REPORT BASIS (Select One)
☐ Cash Basis (Records revenue when cash is received and records expense when cash is paid)
☒ Accrual Basis (Records revenue when earned and records expense when incurred or when work is performed)

REVENUES FOR POWELL BILL STREETS		Amount
Beginning Balance on Hand July 1, 2020		\$532,174.44
R100 - INTEREST EARNED		\$20.00
R101 - Assessments / Reimbursements / Other		\$0.00
R102 - Sale or Transfer of Equipment		\$0.00
R103 - Sales Tax Refund		\$0.00
R104 - CORRECTIONS		(\$50.00)
Explanation: Text required if Corrections is selected.		
Total Powell Bill Allocation received from NCDOT on October 1, 2020 and January 1, 2021		\$175,869.03
ADJUSTMENTS		Amount
0300 - Accumulated Greater Than the Sum of Past 10 or 20 Allocations		\$0.00
0400 - Amount Paid to State for Past Due Amount		\$0.00
0500 - Corrections for Miscellaneous Errors		\$0.00
Subtotal Adjustments		\$0.00
TOTAL REVENUES FOR POWELL BILL STREETS (2020 - 2021)		\$708,013.47
		Amount

[Download](#) [Close](#) [Back](#) [Next](#)

2) Click 'Download' to save the form to your computer

Reviewing Expenditure Report

Agreement: 2000000000 Page 1 of 2

STATUTORY DEADLINE OF AUGUST 1ST
POWELL BILL EXPENDITURES REPORT FOR FISCAL YEAR ENDING JUNE 30, 2021
Expenditure Report ID: 4000000000
Municipality: TOWN OF
Pursuant to NC General Statutes §136-41.1 through 136-41.4

REPORT BASIS (Select One)
☐ Cash Basis (Records revenue when cash is received and records expense when cash is paid)
☒ Accrual Basis (Records revenue when earned and records expense when incurred or when work is performed)

REVENUES FOR POWELL BILL STREETS	Amount
Beginning Balance on Hand July 1, 2020	\$532,174.44
R100 - INTEREST EARNED	\$20.00
R101 - Assessments / Reimbursements / Other	\$0.00
R102 - Sale or Transfer of Equipment	\$0.00
R103 - Sales Tax Refund	\$0.00
R104 - CORRECTIONS Explanation: Text required if Corrections is selected.	(\$50.00)
Total Powell Bill Allocation received from NCDOT on October 1, 2020 and January 1, 2021	\$175,869.03
ADJUSTMENTS	Amount
0300 - Accumulated Greater Than the Sum of Past 10 or 20 Allocations	\$0.00
0400 - Amount Paid to State for Past Due Amount	\$0.00
0500 - Corrections for Miscellaneous Errors	\$0.00
Subtotal Adjustments	\$0.00
TOTAL REVENUES FOR POWELL BILL STREETS (2020 - 2021)	\$708,013.47
EXPENDITURES FOR POWELL BILL STREETS	Amount
E101 - Right of Way	\$0.00
E102 - Engineering	\$0.00
E103 - PAVING & RESURFACING (LIST THE POWELL BILL STREETS THAT WERE PAVED OR RESURFACED.) Explanation: Text required if Paving & Resurfacing is selected.	\$15,000.00
E104 - Maintenance	\$0.00
E105 - Snow & Ice Removal	\$0.00
E106 - Drainage & Storm Sewer	\$0.00
E107 - Curb & Gutter	\$0.00
E108 - Bridge Construction and Repair	\$0.00
E109 - TRAFFIC CONTROL	\$1,000.00
E110 - New Equipment	\$0.00
E111 - New Construction	\$0.00
E112 - Bikeways	\$0.00
E113 - Debt Service Payment	\$0.00
E114 - Sidewalks	\$0.00
E115 - TIP (Transportation Improvement Project)	\$0.00
E116 - Greenways	\$0.00
E117 - Maintenance as part of Paving or Resurfacing project	\$0.00
TOTAL EXPENDITURES FOR POWELL BILL STREETS (2020 - 2021)	\$16,000.00
SUMMARY	Amount
Revenue Total	\$708,013.47
Less Expenditure Total	\$16,000.00
BALANCE ON HAND AS OF JUNE 30, 2021 (RESERVED FOR POWELL BILL)	\$692,013.47

- Review the Form for Errors
- Make necessary changes on Report page
- If entry is missing – Contact the Powell Bill Unit

Complete Expenditure Report

Fill in
ALL BLANKS

Person
Responsible for
Municipal Finances
and Notary

Person who
Prepared the Form

Agreement: 2000000000 Page 2 of 2

Expenditure Report ID: 4000000000 Municipality: TOWN OF _____

Powell Bill Balance as of June 30, 2021 : \$692,013.47

I, _____ (name), certify that I am the duly appointed official responsible for the finances of the municipality named above. Further, that the above statement from said municipality was prepared under my immediate supervision and/or direction, and that it is a true and correct statement of receipts and expenditures of the funds received from the North Carolina Department of Transportation, pursuant to NCGS §136-41.1 through 136-41.4, as amended. Also, I acknowledge it is unlawful for these funds to be spent for any purpose not authorized by statute and accept personal liability for any unauthorized expenditures, per NCGS §136-41.3(b).

Signature: _____ Date: _____

Notary Acknowledgement

North Carolina _____ County

Witness my hand and official seal, this: _____ Day of _____, 20 _____

I, _____, a Notary Public

_____, County, North Carolina, do

hereby certify that _____

personally appeared before me this day and acknowledged

due execution of the foregoing instrument.

Notary Public : _____

My Commission Expires : _____

*** IF NOT PROPERLY SIGNED, DATED, NOTARIZED, AND SEALED, IT WILL BE RETURNED ***

Form Prepared By

Name: _____ Date: _____

Title: _____ Phone: _____

Email: _____

PLEASE MAKE SURE YOUR REPORT IS CORRECT.

IT MUST BE SIGNED, DATED, NOTARIZED WITH SEAL AFFIXED, AND SUBMITTED IN THE POWELL BILL REPORTING SYSTEM BEFORE THE STATUTORY DEADLINE DATE OF AUGUST 1.

Expenditure Report – Notarize

Sign Form Before
a Notary Public

I, _____ (name), certify that I am the duly appointed official responsible for the finances of the municipality named above. Further, that the above statement from said municipality was prepared under my immediate supervision and/or direction, and that it is a true and correct statement of receipts and expenditures of the funds received from the North Carolina Department of Transportation, pursuant to NCGS §136-41.1 through 136-41.4, as amended. Also, I acknowledge it is unlawful for these funds to be spent for any purpose not authorized by statute and accept personal liability for any unauthorized expenditures, per NCGS §136-41.3(b).

Signature: _____ Date: _____

Notary Acknowledgement

North Carolina _____ County

I, _____, a Notary Public _____, County, North Carolina, do hereby certify that _____ personally appeared before me this day and acknowledged due execution of the foregoing instrument.

Witness my hand and official seal, this: _____ Day of _____, 20 _____

Notary Seal

Notary Public : _____

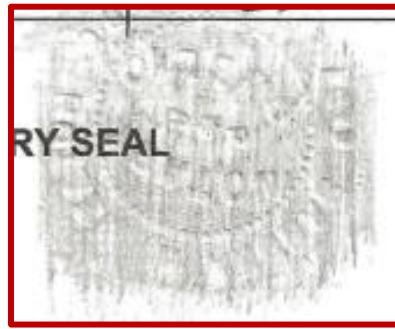
My Commission Expires : _____

*** IF NOT PROPERLY SIGNED, DATED, NOTARIZED, AND SEALED, IT WILL BE RETURNED ***

We Recommend Using INK Seals

Expenditure Report – Notarize

Not Legible



Clearer



Embossed Seals
must be legible or
report will be
returned

Expenditure Report – BIG CHANGE

Agreement: 2000000000 Page 2 of 2

Expenditure Report ID: 4000000000 Municipality: TOWN OF _____

Powell Bill Balance as of June 30, 2021 : \$692,013.47

I, _____ (name), certify that I am the duly appointed official responsible for the finances of the municipality named above. Further, that the above statement from said municipality was prepared under my immediate supervision and/or direction, and that it is a true and correct statement of receipts and expenditures of the funds received from the North Carolina Department of Transportation, pursuant to NCGS §136-41.1 through 136-41.4, as amended. Also, I acknowledge it is unlawful for these funds to be spent for any purpose not authorized by statute and accept personal liability for any unauthorized expenditures, per NCGS §136-41.3(b).

Signature: _____ Date: _____

Notary Acknowledgement

North Carolina

Witness my hand and official seal, this:

_____ County

Day of _____, 20

I, _____, a Notary Public

_____, County, North Carolina, do

(Official Notary Seal)

hereby certify that _____

personally appeared before me this day and acknowledged

due execution of the foregoing instrument.

Notary Public : _____

My Commission Expires : _____

*** IF NOT PROPERLY SIGNED, DATED, NOTARIZED, AND SEALED, IT WILL BE RETURNED ***

Form Prepared By

Name: _____ Date: _____

Title: _____ Phone: _____

Email: _____

PLEASE MAKE SURE YOUR REPORT IS CORRECT.

IT MUST BE SIGNED, DATED, NOTARIZED WITH SEAL AFFIXED, AND SUBMITTED IN THE POWELL BILL REPORTING SYSTEM BEFORE THE STATUTORY DEADLINE DATE OF AUGUST 1.

Where does the
Municipal Seal go?

Municipal Seal
is NOT
Required!!!

Expenditure Report – Attachments

The screenshot shows the 'Attachments' section of the 'Expenditure Report' interface. The main area displays 'No Affidavit' and a 'Drop file here' instruction. A red box with the text '1) Click “+” to upload document' points to a plus icon in a circle. A second red box with the text '2) Select the file and click ‘Open’' points to a Windows File Explorer window. This window shows the file 'Powell Bill 2020 ER' selected, with a red arrow pointing to the 'Open' button. A third red box with the text 'The attachment will be listed on screen once it's loaded' points to a callout box showing the file 'Powell Bill 2020 ER.pdf' listed under 'Attachments (1)' with a 'Created By: 2PBUSER' entry.

1) Click “+” to upload document

2) Select the file and click ‘Open’

The attachment will be listed on screen once it's loaded

Click the button below to generate the affidavit.
[Generate Expenditure Report](#)

Sign the affidavit and attach the scanned copy below.
Please add any supporting documentation also

Attachments (1) +

Powell Bill 2020 ER.pdf
Created By: 2PBUSER

Expenditure Report – Submitting

The screenshot shows a web application interface for submitting an expenditure report. On the left is a dark sidebar with a menu containing 'Expenditure Report' and 'Attachments'. The main content area is titled 'Affidavit/Other Documents' and includes instructions to generate an affidavit and attach supporting documents. A green button labeled 'Generate Expenditure Report' is present. Below the instructions, an attachment list shows a file named 'Powell Bill 2020 ER.pdf' created by '2PBUSER'. A red box with an 'X' icon is next to the file name. At the bottom right are 'Back', 'Submit', and 'Next' buttons. Three red callout boxes with arrows provide instructions: one points to the attachment list, another points to the 'X' delete icon, and a third points to the 'Submit' button.

4000000000

Expenditure Report

Attachments

Affidavit/Other Documents

Click the button below to generate the affidavit.

[Generate Expenditure Report](#)

Sign the affidavit and attach the scanned copy below.
Please add any supporting documentation also

Attachments (1) +

Powell Bill 2020 ER.pdf
Created By: 2PBUSER

Click “⊗” to delete files attached in error —
Files cannot be deleted after submission

Make sure correct documents are attached

Click ‘Submit’

Back Submit Next

Expenditure Report – Submitting

The screenshot displays the 'Affidavit/Other Documents' section of the NCDOT Expenditure Report submission interface. The left sidebar shows 'Expenditure Report' and 'Attachments'. The main area contains instructions to generate and sign the affidavit, with a 'Generate Expenditure Report' button. Below this, an 'Attachments (1)' section lists 'Powell Bill 2020 ER.pdf'. A modal dialog titled 'Submit' is open, asking for confirmation to submit the report. The dialog text reads: 'Are you sure you want to submit? Once submitted successfully, You will not be able to edit Expenditure Report.' It features 'OK' and 'Cancel' buttons. A red arrow points from a red-bordered box containing the text 'Click 'OK'' to the 'OK' button in the dialog. At the bottom right of the interface, there are 'Back', 'Submit', and 'Next' buttons.

4000000000

Expenditure Report

Attachments

Affidavit/Other Documents

Click the button below to generate the affidavit.

Generate Expenditure Report

Sign the affidavit and attach the scanned copy below.
Please add any supporting documentation also

Attachments (1) +

Powell Bill 2020 ER.pdf

Created [timestamp]

Submit

Are you sure you want to submit?
Once submitted successfully, You will not be able to edit Expenditure Report.

OK Cancel

Click 'OK'

Back Submit Next

Expenditure Report – Submitting

The screenshot shows the 'Expenditure Report' submission page. A red circle highlights the menu icon in the top left, with a red arrow pointing to a text box that says 'Click here to go to agreements page'. The page has a sidebar with 'Expenditure Report' and 'Attachments' links. The main content area includes a 'Generate Expenditure Report' button, instructions to sign an affidavit and attach documentation, and a list of attachments. One attachment, 'Powell Bill 2020 ER.pdf', is shown with a download icon and 'Created By: ZPBUSER'. A red dashed box at the bottom highlights a notification: 'Expenditure Report submitted Successfully.', with a red arrow pointing to a yellow text box that says 'Watch for the notification'. At the bottom right are 'Back' and 'Next' buttons.

Click here to go to agreements page

4000000000

Expenditure Report


Attachments

Click the button below to generate the affidavit.

Generate Expenditure Report

Sign the affidavit and attach the scanned copy below.
Please add any supporting documentation also

Attachments (1)

 Powell Bill 2020 ER.pdf
Created By: ZPBUSER

Expenditure Report submitted Successfully.

Back Next

Expenditure Report – Submitting

Current Expenditure Reports				
Agreement ID	Grantee Name	Program Name	Expenditure Report	Status
2000000000	TOWN OF _____	POWELLBILL_2020	4000000000	Submitted
>				
Past Expenditure Reports				
Agreement ID	Grantee Name	Program Name	Expenditure Report	Status
No Expenditure Reports currently available				

Updated Status

Excess Accumulation

E115 - TIP (Transportation Improvement Project)	\$0.00
E116 - Greenways	\$0.00
E117 - Maintenance as part of Paving or Resurfacing project	\$0.00
TOTAL EXPENDITURES FOR POWELL BILL STREETS (2020 - 2021)	\$16,000.00
SUMMARY	Amount
Revenue Total	\$708,013.47
Less Expenditure Total	\$16,000.00
BALANCE ON HAND AS OF JUNE 30, 2021 (RESERVED FOR POWELL BILL)	\$692,013.47

Make Note:

The Balance On Hand is what will carry over to the next year. This amount cannot exceed allowed sum of Powell Bill allocations.

History Report

- Reports the municipality's allocations and expenses with a running balance
- “Excess Status” – If the Balance On Hand is greater than the allowed amount
- Report is sent twice a year – Mid October and Mid February (only at risk munic.)
- Upon Request

History Report


Municipality: TOWN OF _____				Grantee ID: 1000000000				Status: Excess	
Program Year	Powell Bill Allocation		Yearly Total Appropriation	Expenditure Amount	Adjustments Imposed	Other Receipts	Interest Amount	Closing Amount	Agreement
	October	January							
2010	\$ 32,169.48		\$ 32,169.48	\$ 1,788.93	\$ -	\$ -	\$ 217.64	\$ 190,917.63	
2011	\$ 21,068.44	\$ 21,068.47	\$ 42,136.91	\$ 35,177.91	\$ -	\$ -	\$ 124.23	\$ 198,000.86	
2012	\$ 21,765.45	\$ 21,765.45	\$ 43,530.90	\$ 1,597.23	\$ -	\$ -	\$ 100.31	\$ 240,034.84	2000000001
2013	\$ 22,344.36	\$ 22,344.35	\$ 44,688.71	\$ 88,034.90	\$ -	\$ -	\$ 24.63	\$ 196,713.23	2000000002
2014	\$ 23,071.61	\$ 23,071.60	\$ 46,143.21	\$ 50,360.00	\$ -	\$ -	\$ 35.60	\$ 192,532.09	2000000003
2015	\$ 23,036.11	\$ 23,036.09	\$ 46,072.20	\$ 4,804.50	\$ -	\$ -	\$ 423.10	\$ 234,227.89	2000000004
2016	\$ 23,456.60	\$ 23,456.59	\$ 46,913.19	\$ 6,572.00	\$ -	\$ -	\$ 822.55	\$ 275,386.63	2000000005
2017	\$ 23,734.12	\$ 23,734.12	\$ 47,468.24	\$ 957.70	\$ -	\$ -	\$ 2,791.66	\$ 324,688.83	2000000006
2018	\$ 23,617.73	\$ 23,617.73	\$ 47,235.46	\$ 1,365.00	\$ -	\$ -	\$ 7,237.71	\$ 377,997.00	2000000007
2019	\$ 23,911.64	\$ 23,911.62	\$ 47,823.26	\$ 1,775.00	\$ -	\$ -	\$ 6,142.92	\$ 429,988.18	2000000008
2020	\$ 23,662.42	\$ 23,662.42	\$ 47,324.84	\$ -	\$ -	\$ -	\$ -	\$ 477,313.02	2000000009
Total of last twenty (20) allocations:			\$ 459,336.92	Excess Accumulation: \$ 17,976.10					

Example:

The municipality can accumulate the sum of 20 allocations

They are in "Excess" by this amount

Excess Accumulation


STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

February 26, 2021

Town of _____
Attention: Mayor
_____, NC _____

According to the current data reflected in the Powell Bill Reporting System (PBRS), the current balance exceeds the sum of the allowed number of allocations by an estimated \$17,976.10.

North Carolina law prohibits the accumulation of funds in an amount greater than the sum of the past 10 allocations. The law also provides for the Department to adopt a policy to allow small municipalities to apply for an exception so they may accumulate up to the sum of the past 20 allocations. When there is an excess accumulation, the excess amount must be deducted from the next allocation.

Per the Department's policy, a municipality may qualify for this exception by having a population of less than 5,000. Our records reflect your municipality has been approved for this exception allowing you to accumulate up to the sum of the past 20 allocations.

This is a reminder that your municipality has until June 30, 2021 to spend any excess funds, plus any Powell Bill account interest earned during FY 2020-21. Any expenditures reported on the Powell Bill Expenditure Report, due August 1st, will be subtracted from the current ending balance. It is your municipality's responsibility to keep apprised of the Powell Bill balance.

If you have any questions or need further information, please email the Powell Bill Team at NCDOT_PowellBill@ncdot.gov. You can access more Powell Bill information on our webpage at <https://connect.ncdot.gov/municipalities/State-Street-Aid/>.

**MUNICIPALITY WILL
BE PENALIZED BY
EXCESS AMOUNT**

- Municipalities at risk of being in “Excess Status” are notified in February.
- Options:
 - Spend the excess amount before June 30th
 - If eligible, you can request to move to twenty (20) allocations → **Deadline for request is April 30th**

Excess Accumulation

- § 136-41.3(c) – “...any municipality having accumulated an amount greater than **the sum of the past 10 allocations** made, shall have an amount equal to **such excess deducted from the next allocation** [...] **the Department shall adopt a policy to allow small municipalities** to apply to the Department to **be allowed to accumulate** up to the sum of the past **20 allocations**...”
- In accordance with the above statute, NCDOT policy states that a participant may qualify to accumulate up to the sum of the past 20 allocations **if the population is less than 5,000 people.**
- To be granted this extension, a **written request must be submitted by April 30th each year.**

Powell Bill Adjustments

- **Mileage Errors**
 - Formula Calculation for Amount
- **Excess Accumulation of Funds - § 136-41.3(c)**
 - Deducted from Future Allocation(s)
- **Outstanding Municipal Agreements – § 136-41.3(e)**
 - Outstanding Balance is deducted from Next Allocation(s)



How does NCDOT use your Expenditure Report?

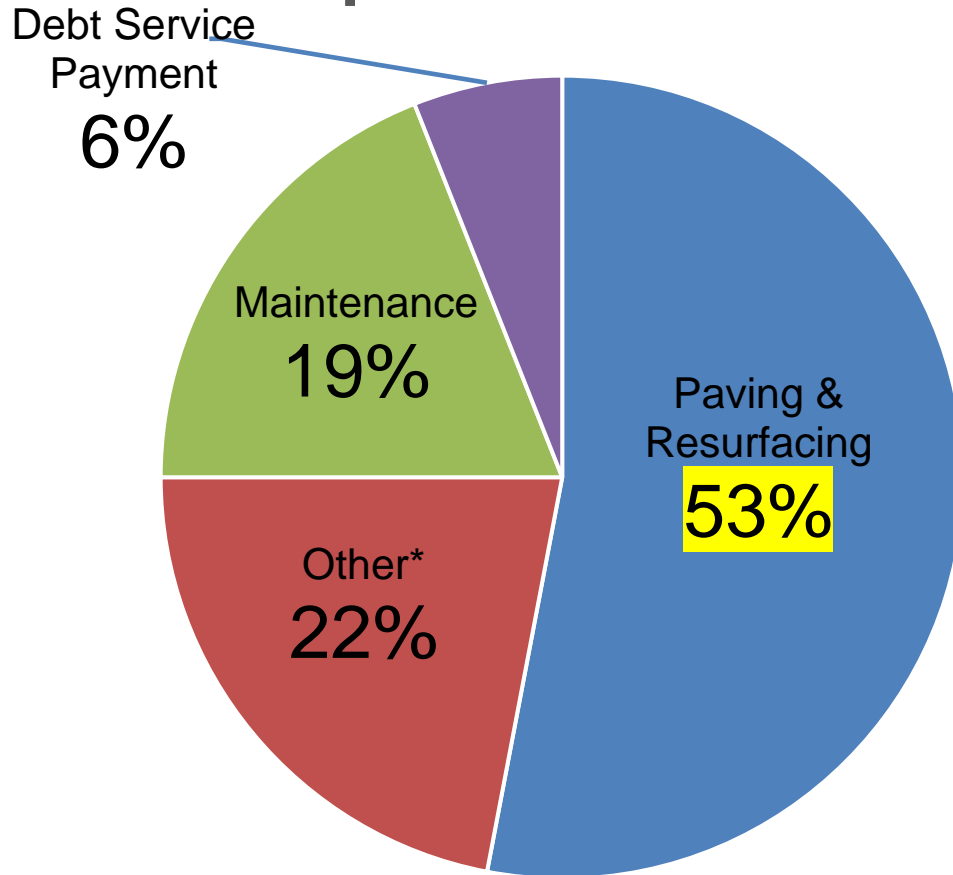
Grantee	Bikeways	Bridge Construction and Repair	Curb & Gutter	Debt Service Payment	Drainage & Storm Sewer	Engineering	Greenways	Maintenance	Maintenance as part of Paving Project	New Construction	New Equipment	Paving & Resurfacing	Penalty for Miscellaneous Errors	Right of Way	Sidewalks	Snow & Ice Removal	TIP (Transportation Improvement Project)	Traffic Control	Overall Result
CITY OF ALBEMARLE				45,509.67		3,687.43		243,224.65				224,510.22						4,090.11	505,609.37
CITY OF ARCHDALE								969.96				301,364.05							291,545.10
CITY OF ASHEBORO			7,850.55		57,139.95			410,904.26			198,240.16	40,685.81			9,683.03	1,504.84			724,682.21
CITY OF ASHEVILLE								647,420.04				1,778,996.85						16,916.60	2,421,185.81
CITY OF BELMONT								72,650.00				245,310.18			58,049.98				376,010.16
CITY OF BESSEMER CITY		489.46	14,400.00	100,813.66		15,721.34			41,047.59						5,870.00			3,173.34	181,515.39
CITY OF BOILING SPRING LAKES				23,041.50		4,428.87		34,925.97						98,485.51					157,121.85
CITY OF BREVARD			2,044.00		23,466.00			3,074.00				43,872.00			120,631.00				193,087.00
CITY OF BURLINGTON	62,400.69		37,962.11		66,400.60	150,625.78		664,752.29			68,871.03				43,116.95			336,031.85	1,427,684.68
CITY OF CHARLOTTE			25,040.00		1,137,273.00			1,040,937.50	2,295,201.35		2,500,650.90	15,068,648.25				40,439.51			623,786.45
CITY OF CLAREMONT						318.00		18,716.45				1,252.23							(25,400.66)
CITY OF CLINTON					13,100.41			24,760.35				183,559.49			14,242.51			4,488.74	240,151.50
CITY OF CONCORD			11,609.59			8,630.68		876,170.44			42,788.00				27,089.03	17,659.20			862,739.12
CITY OF CONOVER								41,794.23				153,916.00				239.96		3,783.60	198,339.60
CITY OF CREEDMOOR							150,000.00	20,959.49							8,586.00				175,669.10
CITY OF DREXEL				30,763.60		15,831.17		11,375.25				195,682.83							253,652.85
CITY OF DUNN												738,039.00							732,131.45
CITY OF DURHAM										2,882,678.54		3,336,678.58							6,352,146.13
CITY OF EDEN												433,109.07							430,410.45
CITY OF ELIZABETH CITY								126,034.95		12,000.00	56,114.22								279,543.88
CITY OF FAYETTEVILLE			61,563.62	9,610.00	7,600.40	14,581.64		61,859.23		223,027.45		2,855,864.18		9,849.98				110,954.29	3,748,519.08
CITY OF GASTONIA			208,578.74		205,123.47	74,454.16		431,488.01			12,020.90	3,046,562.01							3,465,657.19
CITY OF GOLDSBORO				422,059.68				102,858.75				382,870.64			12,186.91				909,162.67
CITY OF GRAHAM								393,495.13											393,269.82
CITY OF GREENSBORO		1,896,469.86						5,559,233.40				1,140,354.74			13,288.00	86,766.60			8,816,530.80
CITY OF GREENVILLE												2,500,000.00							2,500,000.00
CITY OF HAMLET			2,635.00					162,448.76							720.00				164,767.34
CITY OF HAVELock								221,138.54				400,000.00			22,806.00				632,578.25
CITY OF HENDERSON								368,279.06							23,475.00				379,326.75
CITY OF HENDERSONVILLE												380,263.82							380,200.40
CITY OF HICKORY			14,160.93		164,223.90			186,799.89		62,260.21		650,201.07		16,676.14	55,414.91	4,055.93		88,261.28	1,174,340.88
CITY OF HIGH POINT			1,594.51	577,486.22				476,682.45				1,673,737.70			174,417.73				2,900,510.99
CITY OF HIGH SHOALS																			
CITY OF JACKSONVILLE			22,347.23	8,293.43	16,146.38	42,857.63		336,647.96			1,142.96	79,167.00			85,088.32			12,746.66	588,746.16
CITY OF KANNAPOLIS								357,929.18				591,565.87			58,223.20				1,004,029.54
CITY OF KING				114,107.12					75,704.55										189,274.93
CITY OF KINGS MOUNTAIN		1,328.50						75,910.06				118,730.00			102,327.37			11,909.15	309,086.24
CITY OF KINSTON		8,844.00			6,530.00	1,159.53		487,499.31		1,060.00	22,283.89				16,468.20			32,631.12	574,554.56
CITY OF LAURINBURG					206,864.38			239,806.15											446,670.53
CITY OF LENOIR			3,584.84		151,364.17			97,555.63				293,852.09				1,027.76			545,791.99
CITY OF LEXINGTON		45,706.82			71,407.17			60,656.41		7,799.60		452,654.86			7,337.06			53,884.71	696,991.33
CITY OF LINCOLNTON		14,000.00		39,582.92		45,131.83	18,870.71	102,060.00	13,715.00					1,500.00	138,007.15			7,321.00	371,930.04
CITY OF LOCUST						456.50		79,358.30				18,786.57							98,538.54
CITY OF LOWELL												215,511.50							215,470.90
CITY OF LUMBERTON				211,400.00					530,380.70										741,430.40
CITY OF MARION			818.79		16,188.45	370.00		18,191.67				149,460.18			1,374.42	12,364.33		115.00	196,387.59
CITY OF MEBANE												360,354.40							360,334.19

Example: Legislative Expense Report

Powell Bill Expenditures for FY 2020

Expense Type	Sum of Amount	Sum of Percentage
Paving & Resurfacing	\$ 80,297,084.38	53%
Maintenance	\$ 28,926,044.53	19%
Debt Service Payment	\$ 8,379,648.87	6%
Maintenance as part of Paving Project	\$ 6,237,252.20	4%
New Equipment	\$ 4,918,625.62	3%
Drainage & Storm Sewer	\$ 4,601,658.06	3%
Sidewalks	\$ 4,348,776.93	3%
New Construction	\$ 3,668,967.57	2%
Traffic Control	\$ 3,104,358.31	2%
Bridge Construction and Repair	\$ 2,740,844.82	2%
Engineering	\$ 1,881,974.38	1%
Curb & Gutter	\$ 827,600.72	1%
Snow & Ice Removal	\$ 662,142.72	0%
Right of Way	\$ 324,509.54	0%
Greenways	\$ 245,293.60	0%
TIP (Transportation Improvement Project)	\$ 240,273.91	0%
Bikeways	\$ 123,022.84	0%
Grand Total	\$ 151,528,079.00	100%

Powell Bill Expenditures for FY 2020



***Other:**

- Bridge Construction and Repair
- Curb & Gutter
- Drainage & Storm Sewer
- Engineering
- Greenways
- Maintenance as part of Paving Project
- New Construction
- New Equipment
- Sidewalks
- Snow & Ice Removal
- TIP (Transportation Improvement Project)
- Traffic Control

Contact Details

Email: NCDOT_PowellBill@ncdot.gov

Phone: (919) 707-4586

Website: <https://connect.ncdot.gov/municipalities/State-Street-Aid/>

Staff:

Director – Project Mgmt. & Powell Bill – Dr. Majed Al-Ghandour, Ph.D., PE, CPM, M.ASCE

Powell Bill Coordinator – Molly Stevens

Administrative Specialist – Jennie Bunton

Business Consultant – Terrie Glover

NCDIT – Transportation:

SAP (EBS) Support Services

Email: EBSSupport@ncdot.gov

Next:

Fiscal Data Report Training Session with New Changes

Due by
December 1st

Questions

